

CHAPTER 31

ADMISSION TO THE BAR

Rule 31.1 Board of law examiners.

31.1(1) Composition.

a. The board of law examiners shall consist of five persons admitted to practice law in this state and two persons not admitted to practice law in this state. Members shall be appointed by the supreme court. A member admitted to practice law shall be actively engaged in the practice of law in this state.

b. Appointment shall be for three-year terms and shall commence on July 1 of the year in which the appointment is made. Vacancies shall be filled for the unexpired term by appointment of the supreme court. Members shall serve no more than three terms or nine years, whichever is less.

c. The members thus appointed shall sign a written oath to faithfully and impartially discharge the duties of the office and shall file the oath in the office of professional regulation. They shall be compensated for their services in accordance with the provisions of Iowa Code section 602.10106.

d. The supreme court may appoint temporary examiners to assist the board, who shall receive their actual and necessary expenses to be paid from funds appropriated to the board.

e. The members of the board of law examiners and the temporary examiners shall be paid a per diem in an amount ~~to be set by the supreme court~~ sets for each day spent in conducting or grading the examinations of the applicants for admission to the bar and in performing ~~and conducting~~ administrative and character and fitness investigation duties. ~~and~~ They shall also be reimbursed for additional expenses necessarily incurred in the performance of such duties.

f. The assistant director for admissions of the office of professional regulation shall serve as the principal administrator for the board of law examiners. Wherever in this chapter a reference to the "assistant director" appears, it shall refer to the assistant director for admissions of the office of professional regulation.

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31.1(2) Duties.

a. The board may adopt rules to govern the method of conducting the bar examination. Such rules shall be consistent with these rules and are subject to supreme court approval.

b. The authority to pass on the sufficiency of applications for permission to take the bar examination is vested in the board of law examiners, subject to ~~review by the supreme court~~ review.

c. The members of the board authorized to grade examinations shall make the final decision on passage or failure of each applicant, subject to the rules of the supreme court. The board shall also recommend to the supreme court for admission to practice law in this state all applicants who pass the bar

examination and the Multistate Professional Responsibility Examination, and who meet the requisite character and fitness requirements. The board, in its discretion, may permit an applicant to take the bar examination prior to finally approving that person as to character and fitness. It may impose specific conditions for admission based on its evaluation of character and fitness and shall withhold recommendation of admission until those conditions are satisfied. An applicant who passes the bar examination shall satisfy such character and fitness conditions and any other conditions imposed by the board within one year of the date of the applicant's passage of the examination. This period may be extended by the board upon the applicant's showing of good cause. If any conditions imposed are not satisfied within the applicable period of time, the applicant's passage of the examination is null and void and the applicant must retake the bar examination in order to gain admission. The supreme court shall make the final determination as to those persons who shall be admitted to practice in this state.

d. An applicant who has passed the examination and is eligible for admission must be administered the lawyer's oath by a supreme court justice within one year of the date the bar examination score was posted or the date of fulfilling all eligibility requirements, whichever is later. An applicant who fails to be administered the oath within this deadline will no longer be eligible for admission and the applicant's passage of the examination will be null and void. This deadline may only be extended by the board upon a showing of exceptional circumstances.

Rule 31.2 Registration by law students.

31.2(1) Every person intending to apply for admission to the bar of this state by examination shall, by November 1 of the year in which the person commences the study of law in an accredited law school, register with the Iowa board of law examiners on forms furnished by the board and pay the required fee of \$25. The board may designate data submitted as a confidential record. Any confidential data shall be segregated by the board and the assistant director from the portion of the registration filed as a public record.

31.2(2) If any person shall fail to so register, the board may, if it finds that a strict enforcement of this rule would work a hardship and that sufficient excuse exists for failing to comply with rule 31.2(1), waive the requirements of this rule as to the date of filing. Refusal of the board to waive such requirement shall be subject to ~~review by the supreme court~~ review. If the registration is not on file by the November 1 registration deadline set forth in rule 31.2(1), but is on file by December 1 immediately preceding the registrant's July examination or July 1 immediately preceding the registrant's February examination, the registration fee will be \$75. If the registration is not ~~on file by the November 1 registration deadline~~ timely filed, but is on file by April 1 immediately preceding the registrant's July examination or November 1 immediately preceding the registrant's February examination, the registration fee will be \$150. This fee is not refundable and shall be in addition to the fee required under rule 31.6. The failure to file the registration by the November 1 deadline of rule 31.2(1) may

result in delays in conducting the board's character and fitness investigation. The board will not expedite its character and fitness investigation because the registration form is not timely filed. The board may conclude the registrant should not be permitted to take the bar examination until the investigation is completed. The registrant will not be eligible for admission to the bar until the character and fitness process is completed.

31.2(3) Registration as a law student under this rule is not deemed an application for permission to take the bar examination.

31.2(4) The registration shall be accompanied by letters prepared by three persons not related to applicant by consanguinity or affinity attesting to the registrant's good moral character. The letters must be signed and shall include contact information for the reference provider. The letters shall state how the reference knows the registrant, how long the reference has known the registrant, and the basis for concluding the applicant possesses good moral character.

31.2(5) The board shall review each registration and may require the personal presence of any registrant at such time and place as the board may prescribe for interview and examination concerning the registrant's character and fitness. The board may at any time find it advisable to make further inquiry into the character, fitness, and general qualifications of the registrant, and with regard to each registration, the board shall have all of the powers given it in respect to inquiry and investigation of candidates for admission to the bar.

Rule 31.3 Required examinations.

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31.3(2) *Multistate Professional Responsibility Examination.* Every applicant for admission to practice law in the state of Iowa must have on file with the assistant director examination results from the Multistate Professional Responsibility Examination (MPRE) administered by the National Conference of Bar Examiners no later than April 1 preceding the July examination or November 1 preceding the February examination. Each applicant must obtain a scaled score of at least 80 in order to be admitted to practice law in Iowa. MPRE scores shall only be accepted for three years after the date the MPRE is taken.

It is the responsibility of the applicant to ensure that a score report from the National Conference of Bar Examiners is sent to the assistant director by the date indicated above. An applicant who cannot meet the deadline for posting a passing MPRE score must file a petition asking for permission to post a passing score after the deadline. The petition must state why the score could not be timely posted and indicate when the applicant will take the MPRE. A petition to post the score prior to the examination may be addressed by the board, but a petition to post a score after the examination must be addressed by the supreme court.

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Rule 31.5 Bar examination application—contents and deadlines.

31.5(1) The board of law examiners and the assistant director shall prepare such forms as may be necessary for application for examination. The application shall require the applicant to demonstrate the applicant is a person of honesty, integrity, and trustworthiness, and one who appreciates and will adhere to the Iowa Rules of Professional Conduct as adopted by the supreme court, together with such other information as the board and the assistant director determine necessary and proper.

31.5(2) Every applicant for admission to the bar shall make application, under oath, and upon a form furnished by the assistant director. The applicant shall file the application with the assistant director no later than April 1 preceding the July examination or November 1 preceding the February examination. An applicant who fails the Iowa bar examination and wants to take the next examination must file a new application within the above deadlines or within 30 days of the date the applicant's score is posted in the office of professional regulation, whichever is later. There shall be no waiver of these deadlines. If any changes occur after the application is filed ~~which~~ that affect the applicant's answers, the applicant must amend the application. A new and complete application shall be filed for each examination for admission.

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Rule 31.9 Moral character and fitness.

31.9(1) The Iowa board of law examiners shall make an investigation of the moral character and fitness of any applicant and may procure the services of any bar association, agency, organization, or individual qualified to make a moral character or fitness report.

a. Immediately upon the filing of the application, the chair of the Iowa board of law examiners shall notify the president of a local bar association and the county attorney of the county in which the applicant resides of the filing of the application. If either of said officers is possessed of information which reflects adversely on the moral character or fitness of the applicant, such information shall be transmitted to the chair of the board of law examiners not less than 60 days in advance of the holding of the examination.

b. The Iowa board of law examiners shall, subject to supreme court review, determine whether or not the applicant is of good moral character and fitness. In making its determination, the board shall consider the applicant's candor in the application process and in any interactions with the board or its staff.

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Rule 31.12 Admission of attorneys from other jurisdictions—requirements and fees.

31.12(1) An applicant who meets the requirements of this rule and rule 31.13 may, in the discretion of the court, be admitted to the practice of law in this state without examination.

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31.12(7) For purposes of this rule, the practice of law shall not include work that, as undertaken, constituted the unauthorized practice of law in the jurisdiction in which it was performed or in the jurisdiction in which the clients receiving the unauthorized services were located.

31.12(8) The following applicants shall not be eligible for admission on motion:

a. An applicant who has failed a bar examination administered in this state within five years of the date of filing of the application under this rule.

b. An applicant who has failed five or more bar examinations.

c. An applicant whose Iowa license is in exempt or inactive status under the provisions of rule 39.7 or rule 41.7.

d. An applicant who has been disbarred and not reinstated or whose license is currently suspended in any other jurisdiction.

Rule 31.13 Proofs of qualifications; oath or affirmation.

31.13(1) *Required certificates, affidavit, and fingerprint card.* The following proofs must be filed with the ~~Office of Professional Regulation~~ office of professional regulation to qualify an applicant for admission under rule 31.12:

a. A certificate of admission in the applicant's state of licensure.

b. A certificate of a clerk or judge of a court of record, or of a judge advocate general or an administrative law judge, that the applicant was regularly engaged in the practice of law in said state for at least five of the last seven years immediately preceding the date of the application. If, due to the nature of the applicant's practice, the applicant cannot obtain a certificate from a clerk, judge, judge advocate general, or an administrative law judge, the applicant shall file a petition seeking leave to file an alternative certificate demonstrating good cause why the certificate cannot be obtained. If the supreme court grants the petition, the applicant shall file an affidavit detailing the nature, dates, and locations of the applicant's practice, along with an affidavit of a supervising attorney or another lawyer attesting to the applicant's practice over that period.

c. A certificate of an applicant's good moral character from a judge or clerk of the Iowa district court or of a court where the applicant has practiced within the last five years.

d. A completed fingerprint card.

31.13(2) *Oath or affirmation.*

a. An applicant whose application for admission without examination is granted must appear for admission before a supreme court justice unless the supreme court orders otherwise based upon a satisfactory showing of exceptional circumstances.

b. An applicant may file a petition seeking permission to be administered the lawyer's oath or affirmation in the jurisdiction in which the applicant is currently licensed or before a judge advocate general if the applicant is currently a member of one of the armed services of the United States. The petition must set forth in detail: the exceptional circumstances that render the applicant unable to appear for admission before a justice of the supreme court of Iowa ~~in light of the applicant's professed intention to practice law in Iowa~~; the name, title, business address, and telephone number of the justice, judge, clerk of court, court administrator, or the judge advocate general who will administer the lawyer's oath or affirmation; and the statute or court rule authorizing that person to administer an oath or affirmation.

c. If the supreme court grants the petition, the ~~Office of Professional Regulation~~ office of professional regulation shall forward all required documents to the applicant. The applicant will be deemed admitted to the Iowa bar on the date the completed documents are filed with the ~~Office of Professional Regulation~~ office of professional regulation.

d. The applicant must take the lawyer's oath or affirmation from an Iowa justice, or file the completed paperwork from an out-of-state oath or affirmation, within six months after the date the application for admission on motion is granted or the application will be deemed to be denied.

CHAPTER 34

RULES OF PROCEDURE OF THE IOWA SUPREME COURT ATTORNEY DISCIPLINARY BOARD

Rule 34.4 Procedure.

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34.4(3) The board shall keep all files ~~in permanent form and~~ confidential, unless otherwise provided or directed in writing by the chair of the board, or the chair's designee, for disciplinary purposes or by a specific rule of the supreme court. All such files shall be available for examination and reproduction, by the designated officer or agent of the Client Security Commission, pursuant to proceedings under chapter 39 of the Iowa Court Rules.

Any such files, except for the work product of staff counsel, investigators, or administrators of the board, shall be provided to the respondent within a reasonable time upon the respondent's request. For purposes of this rule, "work product" does not include a written statement signed or otherwise adopted or approved by the person making it or a contemporaneous and substantially verbatim transcript or recording of a person's oral statement.

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CHAPTER 35

ATTORNEY DISCIPLINE, DISABILITY, AND REINSTATEMENT

Rule 35.14 Procedure on application for reinstatement.

Any person whose certificate to practice law in this state was suspended may apply for reinstatement subject to the following rules:

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35.14(1) Application.

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f. The applicant shall submit satisfactory proof that the Client Security Trust Fund has been repaid in full, or that the Client Security Commission has approved a repayment plan, for all client security claim payments paid from the Client Security Trust Fund under rule 39.9 based on the applicant's conduct.

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Rule 35.29 Retention of records.

35.29(1) Board files and records relating to allegations of misconduct by an attorney shall be retained by the board until destruction is authorized pursuant to the following schedule:

a. Files and records relating to complaints dismissed by the assistant director pursuant to rule 34.4(1) shall be destroyed one year from the date of the last action on the file.

b. Files and records relating to all other complaints dismissed by the board shall be destroyed five years from the date of the last action on the file.

c. All other files and records relating to allegations of misconduct by an attorney shall be destroyed after the death of the attorney.

d. For purposes of this section, destruction of paper files after such files have been transferred to computer storage is permitted immediately after such transfer.

35.29(2) Notwithstanding any required destruction of documents, the board shall permanently maintain a summary of all complaint matters containing the name of the complainant and the respondent, the disposition, and the respective dates the matter was opened and closed.

CHAPTER 36

RULES OF THE GRIEVANCE COMMISSION

Rule 36.15 Action upon complaint — report of decision.

At the conclusion of a hearing upon any complaint against an attorney, the commissioners are empowered to dismiss the complaint, issue a private admonition, or recommend that the supreme court reprimand the respondent or suspend or revoke the respondent's license. If the commissioners recommend a reprimand, suspension, or revocation, they shall file with the supreme court clerk a report of their findings of fact, conclusions of law, and recommendations within 60 ~~30~~ days of the date set for filing of the last responsive brief and argument. As part of its report, the commission may recommend additional or alternative sanctions such as restitution, costs, practice limitations, appointment of a trustee or receiver, passage of a bar examination or the Multistate Professional Responsibility Examination, attendance at continuing legal education courses, or other measures consistent with the purposes of attorney discipline. The report shall contain a proof of service showing it was served upon the respondent as provided in Iowa R. App. P. 6.31. The matter shall then stand for disposition in the supreme court.

Any commissioner has the right to file with the supreme court clerk a dissent from the majority determination or report. The clerk shall promptly cause a copy of a dissent to be served on the respondent.

If the commissioners dismiss the charges, no publicity shall be given to any of the proceedings except at the request of the respondent. All reports and recommendations of the commissioners shall be concurred in by at least 3 members of the division or at least 12 members of the commission, as the case may be, all of whom shall have been present throughout the proceedings.

Rule 36.19 Retention of records.

36.19(1) The commission shall permanently retain the complaint, answer, amendments to the complaint and answer, and the commission recommendation for discipline or other disposition for each docketed grievance case. Commission files and records relating to a docketed grievance complaint otherwise shall be destroyed after the death of the respondent attorney. For purposes of this section, destruction of paper records after such records have been transferred to computer storage is permitted immediately after such transfer.

36.19(2) Notwithstanding any required destruction of documents, the commission shall permanently maintain a summary of all docketed grievance matters containing the name of the respondent attorney, the disposition, and the respective dates the matter was opened and closed.

Rules ~~Rule 36.19~~ and ~~36.20~~ Reserved.

CHAPTER 37

COMMISSION ON THE UNAUTHORIZED PRACTICE OF LAW

Rule 37.1 Commission on the Unauthorized Practice of Law.

37.1(1) There is created a commission for the abatement of the unauthorized practice of law, which shall be known as the Commission on the Unauthorized Practice of Law. This commission shall ~~be comprised~~ comprise of ~~no fewer than 10 nor more than 20~~ seven lawyer members, and ~~no fewer than three nor more than five~~ two nonlawyer members who shall be appointed by the supreme court. The supreme court shall accept nominations for appointment to the commission from any association of lawyers which maintains an office within the state of Iowa or any attorney licensed in Iowa. The court shall designate annually one lawyer commission member to be the chair. Members shall serve no more than three three-year terms, and a member who has served three full terms shall not be eligible for reappointment. The commission shall receive complaints and make investigations with respect to the alleged unauthorized practice of law within this state.

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CHAPTER 38

RULES OF PROCEDURE OF THE COMMISSION ON THE UNAUTHORIZED PRACTICE OF LAW

Rule 38.1 Jurisdiction, authorization, and scope. The Commission on the Unauthorized Practice of Law, as an official arm of the court, is charged under Iowa ~~Ct.R.~~ Ct. R. 37.2 with considering, investigating, and seeking the prohibition of matters pertaining to the unauthorized practice of law and the prosecution of alleged offenders. The rules contained in this chapter apply to all proceedings, functions, and responsibilities of the commission.

Rule 38.2 Definitions. In this chapter unless the content or subject matter otherwise requires:

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“Respondent” is the person or entity whose conduct is the subject of a complaint to the commission or a proceeding in district court pursuant to Iowa ~~Ct.R.~~ Ct. R. 37.2.

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Rule 38.4 Meetings and quorum.

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38.4(2) The commission shall act only upon the concurrence of a majority of the members present, except in the case of a vote to initiate an action pursuant to Iowa ~~Ct.R.~~ Ct. R. 37.2, in which case the commission shall act only upon the concurrence of a minimum of four ~~eight~~ members ~~or a majority of the members present, whichever is greater.~~

Rule 38.7 Determination following investigation. After the results of an investigation are returned to the commission, the commission may do any of the following:

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38.7(3) Initiate an action pursuant to Iowa ~~Ct.R.~~ Ct. R. 37.2.

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Rule 38.8 Confidentiality.

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38.8(2) Notwithstanding Iowa ~~Ct. R.~~ Ct. R. 38.8(1):

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CHAPTER 39

CLIENT SECURITY COMMISSION

Rule 39.9 Claims.

39.9(1) The commission shall consider for payment all claims resulting from the dishonest conduct of a member of the bar of this state acting either as an attorney or fiduciary, provided that all of the following are established:

a. Said conduct was engaged in while the attorney was a practicing member of the bar of this state and the claim arises out of the practice of law in this state. The commission shall not consider any claim resulting from conduct engaged in after an attorney's license to practice in Iowa has been revoked. For purposes of this rule, a practicing member of the bar of this state is:

(1) A member of the bar of Iowa whose license is active and in good standing at the time of the dishonest conduct giving rise to the claim, or

(2) A member of the bar of Iowa whose license has been suspended and whom the client reasonably believes to be licensed, active, and in good standing at the time of the dishonest conduct giving rise to the claim. If the attorney has been suspended more than six months prior to the time of the dishonest conduct giving rise to the claim, it shall be presumed that the client was unreasonable in believing that the attorney was licensed, active, and in good standing at the time of the dishonest conduct.

(3) An attorney who establishes an office or other systematic and continuous presence in Iowa for the practice of law under the provisions of rule of professional conduct 32:5.5(d)(2) and pays the annual fee and assessment due under rules 39.5 and 39.6.

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Rule 39.16 Attorneys Practicing in Iowa Under the Multijurisdictional Practice Rule. An attorney who establishes an office or other systematic and continuous presence in Iowa for the practice of law under the provisions of rule of professional conduct 32:5.5(d)(2) shall file the annual statement required by rule 39.8(1) and annual questionnaire required by rule 39.11, pay the annual fee and assessment due under rules 39.5 and 39.6, comply with all provisions of chapter 45, cooperate with investigations and audits under rule 39.10, and be subject to the provisions of rule 39.12.

CHAPTER 41

CONTINUING LEGAL EDUCATION FOR LAWYERS

Rule 41.9 ~~Compliance with Iowa rules of professional conduct.~~ Reserved.

41.9(1) ~~Each lawyer describing the lawyer's practice as permitted by Iowa Rs. of Prof'l Conduct 32:7.4(a) and (c) shall report annually the lawyer's compliance with the eligibility requirements of Iowa R. of Prof'l Conduct 32:7.4(e) on a form approved by the commission. A lawyer may report compliance with the requirement for percentage or hours of practice by providing a statement of compliance.~~

41.9(2) ~~In reporting compliance with the continuing legal education requirements, the lawyer shall identify the specific courses and hours that apply to each designated or indicated field of practice. The lawyer may obtain up to six hours of the continuing legal education requirement for each designated or indicated field of practice through completion of computer based legal education courses accredited by the commission.~~

41.9(3) ~~If, due to hardship or extenuating circumstances, a lawyer is unable to complete the hours of accredited continuing legal education during the preceding calendar year as required by rule 32:7.4(e), the lawyer may apply to the commission for an extension of time in which to complete the hours. No extension of time shall be granted unless written application for the extension is made on a form prescribed by the commission. An extension of time shall not exceed a period of six months immediately following the last day of the year in which the requirements were not met.~~

41.9(4) ~~The portion of the report required by this rule shall be considered public information.~~

CHAPTER 42

REGULATIONS OF THE COMMISSION ON CONTINUING LEGAL EDUCATION

Rule 42.7 Reinstatement of inactive practitioners.

42.7(1) Inactive practitioners who have been granted a waiver of compliance with these regulations and obtained a certificate of exemption shall, prior to engaging in the practice of law in the state of Iowa as defined in Iowa Ct. R. 39.7, satisfy the following requirements for reinstatement:

a. Submit written application for reinstatement to the commission upon forms prescribed by the commission together with a reinstatement fee of \$25 and all late filing penalties due at the time the exemption was granted.

b. Furnish in the application evidence of one of the following:

(1) Having engaged in the full-time practice of law, as defined in Iowa Ct. R. 39.7, in another state of the United States or the District of Columbia and completion of continuing legal education for each year of inactive status substantially equivalent in the opinion of the commission to that required under chapter 41 of the Iowa Court Rules.

(2) Successful completion of an Iowa state bar examination conducted within one year immediately prior to the submission of such application for reinstatement.

(3) Completion of a total number of hours of accredited continuing legal education computed by multiplying 15 by the number of years a certificate of exemption shall have been in effect for such applicant, but limited to a maximum requirement of 100 hours. The continuing legal education required for reinstatement shall include hours devoted specifically to the area of legal ethics, computed as follows: three ~~two~~ hours for every two calendar years ~~following January 15, 1988~~, in which a certificate of exemption shall have been in effect, but limited to a maximum requirement of 10 hours. Alternatively, the legal ethics requirement may be satisfied by obtaining a scaled score of 80 or higher on the Multistate Professional Responsibility Examination within one year immediately prior to the submission of the application for reinstatement.

CHAPTER 44
LAWYER TRUST ACCOUNT COMMISSION
GRANT CRITERIA AND GUIDELINES

Rule 44.1 Interest on lawyers' trust account program (IOLTA).

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44.1(3) Grant applications are available from the commission at the following address: addresses:

Lawyer Trust Account Commission
Iowa Judicial Branch Building
1111 East Court Avenue
Des Moines, Iowa 50319

(515)281-3718 (515) 725-8029

http://www.iowacourts.gov/Professional_Regulation/Attorney_RegulationCommissions/IOLTA/

Rule 44.2 Statement of purpose.

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44.2(2) The IOLTA program is intended to fill a critical need for legal services to ~~the poor~~ low income persons in civil cases as well as educational and other specific law related programs designed to improve the administration of justice in Iowa.

Rule 44.3 Grant criteria.

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44.3(13) The commission examines applications based on the general return on investment and an overall emphasis on legal services for low income persons.

Rule 44.8 Inquiry. Questions should be directed by mail to: Director, Office of Professional Regulation, Iowa Judicial Branch Building, 1111 East Court

Avenue, Des Moines, Iowa 50319-; or by electronic mail to:
iolta@iowacourts.gov.

Rule 44.9 Copies of applications, signature. ~~Eight copies~~ One electronic copy and one paper copy of a grant application will be required. ~~These copies~~ Applications should be signed by an official who has authority to bind the organization to the proposed obligations. Applications must state that they are valid for a minimum period of 60 days from the date of submission. Applications should be transmitted to the electronic mail address and postal address designated in rule 44.8.

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Rule 44.15 Grant application procedures. To aid in the comparative evaluation of proposals, all grant applications must ~~be submitted in writing and~~ contain the ~~following~~ information set forth in rule 44.15(1) in the order listed:.

44.15(1) Organization and contents of proposal.

- a. Cover sheet (~~Rule~~rule 44.21, Form 1).
- b. Summary of grant request (~~Rule~~rule 44.21, Form 2).
- c. A written narrative proposal on 8½ x 11 inch paper, not to exceed ten double-spaced typewritten pages, which sets forth:
 - (1) The objectives of the project/organization for which funds are requested.
 - (2) The methods by which the objectives are to be accomplished.
 - (3) The qualifications of key individuals responsible for the project/organization.
 - (4) The period of time expected to complete the project (if applicable).
 - (5) Whether support has been or is being requested from other funding sources.
 - (6) The audit mechanism which will be utilized to provide accountability for the requested funds.
 - (7) The extent to which the program serves a reasonable number of clients, its service area, the nature and scope of legal services provided and its impact on the community's demonstrated needs.
 - (8) The extent to which two or more programs in the service area cooperate in the provision of legal assistance.
 - (9) The extent of participation from the bar within the program's service area in the program.
 - (10) The extent to which the program has systems to assure the quality of services provided.
 - (11) The plans for evaluating the success of the project/organization in meeting the objectives.
 - (12) Such additional information as the applicant believes desirable.
- d. Financial budget form (~~Rule~~rule 44.21, Forms 3, 4, and 5).
- e. Funding sources (~~Rule~~rule 44.21, Form 6).

- f.* Legal problem categories (~~Rule~~ rule 44.21, Form 7).
- g.* Program activity (~~Rule~~ rule 44.21, Form 8).
- h.* Nondiscrimination statement (~~Rule~~ rule 44.21, Form 9).
- i.* Checklist of enclosures (~~Rule~~ rule 44.21, Form 10).

44.15(2) *Processing of grant applications.*

a. ~~Grant Applications—Application~~ One written copy and one electronic copy of the application should be directed to the ~~Executive Director of the commission~~ director of the office of professional regulation at the following addresses:

Lawyer Trust Account Commission
Iowa Judicial Branch Building
1111 East Court Avenue
Des Moines, Iowa 50319

iolta@iowacourts.gov

The commission will make all recommendations on grant awards, subject to final approval by the supreme court.

b. Applicant must submit one original ~~and eight complete copies~~ written copy and one electronic copy of its proposal.

There can be no extensions of or exceptions to established deadlines.

c. Grant awards will be announced by the supreme court or by the commission with the approval of the court.

CHAPTER 45

CLIENT TRUST ACCOUNT RULES

Rule 45.11 Designation of Successor Signatories. A lawyer who is the sole lawyer signatory on an attorney trust account may designate, in an instrument acceptable to the depository for the trust account, a successor signatory, who shall be a member of the bar in good standing and admitted to the practice of law in Iowa, and whose authority shall become effective upon the occurrence of an event or events described in the instrument. The event or events described in the instrument may include death, disappearance, abandonment of law practice, temporary or permanent incapacity, suspension, or disbarment.

CHAPTER 49

OFFICE OF PROFESSIONAL REGULATION

Rule 49.3 ~~Transitional rule for implementing chapter 49. Authority to allocate funds.~~ ~~The provisions of chapter 49 shall be implemented according to the following schedule: The fees collected under the provisions of chapters 39, 41, and 42 may be allocated and used for such purposes within the office of professional regulation as the supreme court may direct.~~

~~—49.3(1) The director shall assume responsibility for administration of the continuing legal education commission, the client security commission, the lawyer trust account commission, the grievance commission, the unauthorized practice of law commission, the attorney disciplinary board and the board of examiners of shorthand reporters on December 5, 2007. Rule 49.1(3) pertaining to the assistant director for boards and commissions, rule 49.1(4) pertaining to the assistant director for attorney discipline, and rule 49.1(5) pertaining to other staff members shall take effect commencing December 5, 2007.~~

~~—49.3(2) The director shall assume responsibility for the administration of the court interpreter examination and licensing program and for bar admissions other than by examination on April 1, 2008. Rule 49.1(2) pertaining to the assistant director for admissions shall take effect commencing April 1, 2008, except for administration of the bar examination.~~

~~—49.3(3) The director shall assume responsibility for administration of the board of law examiners on September 1, 2008. That portion of rule 49.1(2) pertaining to the administration of the bar examination shall take effect commencing September 1, 2008.~~

~~—49.3(4) The director shall be responsible for submitting annual budgets as provided in rule 49.2 commencing with budgets for the fiscal year beginning July 1, 2008.~~